

TOWN OF EAST WINDSOR
PARKS AND RECREATION COMMISSION

SPECIAL MEETING
May 9, 2011

Draft Document – Subject to Commission Approval

The Special Meeting was called to order by Commissioner Szymanski at 6:06 p.m. in the Parks and Recreation Office at the East Windsor High School, 76 S. Main Street, East Windsor, CT.

PRESENT: Commissioners Szymanski, Balch, Simpkins and Hoffman; Park Director Maltese and Mary Lou Morell from the Park Office.

ABSENT: Commissioner Balula.

GUESTS: None

ESTABLISHMENT OF QUORUM:

A quorum was established as four commission members were present.

INTRODUCTION OF NEW OFFICE STAFF:

Due to circumstances out of her control, Lori Titus could not be present at this meeting.

PUBLIC PARTICIPATION:

None

APPROVAL OF MINUTES:

MOTION: To APPROVE minutes of February 22, 2011 Special Meeting as written.

Bancroft moved/Balch seconded/VOTE: In Favor: Unanimous

MOTION: To APPROVE minutes of March 21, 2011 Special Meeting as written.

Balch moved/Bancroft seconded/VOTE: In Favor: Unanimous

RESIGNATION OF COMMISSIONER GRACE BALULA:

Mrs. Balula has resigned her position and is sending a signed letter to the Town Clerk stating resignation.

OLD BUSINESS:

a. BMX Skate Park

No report this evening.

OLD BUSINESS (continued)

:

b. East Windsor Dog Park

The Grand Opening will be this Saturday at 10:00 a.m. First Selectman, Denise Menard will do the ribbon cutting.

The Rule Sign is up, the brick patio walkway has been installed, the grass has filled in and everything that was asked for has been complied with.

NEW BUSINESS:

a. Financial Accounts Review

Director Maltese distributed the current Budget by Department report. She stated that we have \$7,000 more in the part-time salaries line item this year than for the same period last year. The Site Improvement account will be spent by June 30th for beach sand, playground fiber and topsoil. The Department will not be requesting any added appropriations for the 2010-2011 fiscal tax year.

Chairman Szymanski inquired as to the size of the basketball court at East Windsor Park. It is 84' to 94' long. He requested the baskets be moved and the court be relined to a regulation court size.

b. East Windsor Park – Snack Bar Sidewalk quote

Director Maltese presented the Commissioners quotes to install walks along the side of the Snack Bar in front of the girl's and boy's bathrooms. Each contractor would be able to complete this project prior to the Traveling Wall coming to the Park. The funds will be taken from the Site Improvement line item.

In comparing the quotes, Chairman Szymanski questioned whether the quote from Derek & Son includes removal of the excavated material.

MOTION: To ACCEPT Derek & Son proposal contingent based on quote including the removal of the debris of the old concrete.

Simpkins moved/Balch seconded/VOTE: In Favor: Unanimous

c. Program Fees re: private vendors:

Director Maltese stated private vendor fees are those fees paid directly to the vendor running the program which are not processed through the Parks and Recreation Department. They are documented for record/program purposes. Commissioner Balch recommended a charge of an additional \$5.00 for non-residents for all vendor programs.

NEW BUSINESS/c Program Fees (continued):

MOTION: To IMPLEMENT a \$5.00 additional charge for non-residents attending all vendor programs.

Balch moved/Simpkins seconded/VOTE: In Favor: Unanimous

d. Park Directors Report:

Director Maltese reported there was vandalism at the Pavilions at East Windsor Park. Roof shingles were torn off and burned on top of the picnic table. The youth perpetrator was caught and arrested. The problem continued this past weekend. The police were notified to take notice at the Park. The Pavilions are a hang out area and kids enter the park from the back gate.

There was vandalism at Abbe Road Soccer fields as well. Dirt bikes and four-wheelers were driven around the perimeter of the field, but not on the fields. They hang out at the bleachers and ride a “trail” at the back of the property.

The Viet Nam Traveling Wall is coming to East Windsor Park on Wednesday, May 18th. It is expected that 100-300 motorcycles will escort the wall to East Windsor Park. The Wall will be at the Park from Wednesday to Monday and may be viewed 24-hours a day. The Park will be open to the public and security is being provided. There will also be an artifacts museum for viewing. Opening Ceremonies will take place at 5:00 p.m. on Thursday, May 19th. Saturday, May 20th is Ceremonial Day with the reading of the deceased soldier’s names from adjoining towns by a dignitary of each town and two helicopters, one a black hawk, will be landing in the Park. Parking will be available at the schools, St. Catherine’s Church and the carnival grounds on Main Street in Broad Brook with shuttles available for transportation. This project has taken hundreds of volunteers’ efforts to put on. The softball field lights will not be used, they bring their own lighting. The bathrooms will be open plus 10 port-a-lets available. Sunday at 4:00 p.m. will be closing ceremonies. It is a very structured military event with CIA, Generals, and Dignitaries flown in from everywhere to attend.

The wall will be placed in the outfield of the baseball diamond if possible and if not, in the parking lot of the Pavilion area. There will be no parking on adjacent streets of Reservoir Avenue, Skinner Road or Highland Street. Director Maltese suggested to the organizers that the park perimeter residents be informed of this event as it is expected that 10-20,000 people will attend. The Veteran’s Commission and the American Legion had to raise the money to fund the project to come to East Windsor. Removal will take place on Monday, May 23rd and the wall be escorted to its next destination in North Carolina. We cannot sell food from the snack bar as it is against regulations.

NEW BUSINESS/d. Park Director Report (continued):

Summer Staff: Director Maltese reported that she will be conducting interviews for positions of lifeguards, summer camp staff, gate house and snack bar personnel. There are 18 returning summer staffers out of 28. There are 10 spots open for hire. Interviews are also being conducted with Keith and Lenny for the summer grounds crew. The actual number of staff hired is contingent on the pending budget passing. Director Maltese reported that Ed Filipone has been hired as the new part-time mower taking the position previously held by George Murray for many years. She also reported that Keith Tetro will be on vacation the last week of May. Adam Tetro has left as he found a full-time job. They will be looking for a replacement for this May to November position.

Director Maltese stated that Abbe Road has a heavy schedule for field rentals. The cost is \$50 per game with a donation to Parks and Recreation at the end of the season to be utilized for site development such as a scoreboard, bleachers and trees/shrub plantings. The gate leading to the field now has a combination lock rather than a keyed lock which is much more convenient for everyone's purpose.

Director Maltese informed the Commissioners that one project was approved for 2011-2012 CIP. \$10,000 will be used for parking rails where needed. She is going to be reviewing the CNR accounts along with prior funding from past years into CIP accounts. Justification for funds must be made in order to keep funds for Department use.

Reminder: The Budget vote is tomorrow from 6:00 a.m. to 8:00 p.m.

**Leagues/ /Broad Brook Pond Park/ /Pierce Memorial Park (Windsorville)/
Prospect Hill Park (Warehouse Point)/Warehouse Point (Osborn Field)
Park:**

No discussion this evening.

CORRESPONDENCE:

None.

MISCELLANEOUS:

Chairman Szymanski raised the question why there was no meeting last month along with no follow up at to scheduling the meeting the next week. He also questioned why this month's meeting was a Special Meeting. In addition, he wondered why the softball field at the Middle School was not prepped for play. Director Maltese answered his questions that related to the Parks and Recreation Department and stated that the fields at the schools needed to have a School Use Form completed which is not a Parks and Recreation function. All field schedules and preparation requirements are directed through and by the Public Works Department.

APPROVAL OF BILLS:

The bills were reviewed and signed by Commissioners Simpkins and Balch.

NEXT MEETING:

July 11, 2011

ADJOURNMENT:

MOTION: To ADJOURN meeting at 6:53 p.m.

Szymanski moved/Balch seconded/VOTE: In Favor: Unanimous

Respectfully submitted, _____
Mary Lou Morell
Recording Secretary